



DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY MARKSMANSHIP UNIT
FORT BENNING, GEORGIA 31905-5810

REPLY TO
ATTENTION OF

Policy Memorandum 12-97

CFSC-MU

23 January 1998

MEMORANDUM FOR ALL OFFICERS, NCOs, CIVILIANS AND SOLDIERS OF USAMU

SUBJECT: Commander's Policy - Equal Opportunity (EO) Complaints Against the Chain of Command

1. The intent of the Army Equal Opportunity (EO) policy is to resolve legitimate complaints at the lowest level of command and provide adequate procedures for such resolution. Leaders will ensure that soldiers are fully aware of how to express complaints including those against members of the chain of command.
2. We encourage individuals to use the chain of command for redress of grievances. In addition, soldiers have the right to present EO complaints to the Inspector General's Office and equal opportunity advisor. It is the responsibility of the chain of command or staff agency receiving the complaint to conduct an initial informal inquiry to determine the potential merit of all allegations and, if necessary, assist the commander in resolving the complaint.
3. If, upon completion of an informal inquiry by the commander or other agency, the facts indicate that a formal investigation is warranted, a recommendation is made to the commander having the authority to direct the appropriate type investigation. If a formal investigation is deemed appropriate, the commander will appoint a disinterested officer to conduct the investigation.
4. Finally, if a soldier desires further action, he or she may submit a complaint under Article 138, UCMJ. Such a complaint must be forwarded through the chain of command to the officer exercising general court-martial authority over the respondent.
5. A copy of this memorandum will be posted on all unit bulletin boards, read by all personnel during unit in-briefings and brought to the attention of all personnel at least annually.

A handwritten signature in black ink, appearing to read "Archibald V. Arnold, III".

ARCHIBALD V. ARNOLD, III
COL, IN
Commanding